

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

Revised
Minutes &
New
Attachment

March 23, 2004

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FROM: **NORMAN A. KANOLD**, Interim Assistant County Administrator
Economic Development/Public Services Group

KEN A. MILLER, Director,
Department of Public Works

SUBJECT: CLASSIFICATION ACTION—COUNTY SURVEYOR

RECOMMENDATION:

1. Establish the classification County Surveyor, Exempt Group C. Establish salary for new classification as R76 (\$77,647 - \$99,362), as a Minute Order Amendment to the Salary Ordinance.
2. Authorize the addition of one new position classified to County Surveyor, Exempt Group, R76 (\$75,379 - \$96,470).
3. Read title only of proposed Ordinance amending Ordinance 1904 by placing position #79463, County Surveyor in the Unclassified Service; waive reading of entire text and continue to Tuesday, March 30, 2004 at 10:00 a.m. for adoption.
4. Delete position #06564 or #06565, Survey Division Chief, R75 (\$73,549 - \$94,099), whichever becomes vacant first.
5. Direct the Clerk of the Board to amend the County Conflict of Interest Code List of Designated Employees to include the classification of County Surveyor in the Public Works Department in disclosure category 1.

BACKGROUND INFORMATION: In 1994, as part of a County management reorganization, the Surveyor's Office became part of the Transportation/Flood Control Department and the role of the County Surveyor was made a functional responsibility of the Director of Transportation/Flood Control and with a further change in 2000, the Director of Public Works. The separate classification of County Surveyor was deleted by the 1994 action.

The current Director of Public Works has authority under his California Professional Engineers License to practice in the fields of civil engineering and land surveying. In 1982, the Professional Engineers Act was modified to preclude the practice of land surveying by professional engineers subsequently licensed unless a separate license for land surveying purposes is obtained. As time passes, there will be fewer and fewer engineers that either hold a pre-1982 Professional Engineers License allowing the practice of both engineering and land surveying or that hold dual licenses allowing for the same abilities. Establishing a separate class of County Surveyor will allow for greater flexibility in the executive recruitment of future Directors of Public Works and will establish a position of surveying expertise in the Department and to represent the County in surveying matters.

Approved by:

Record of Action of the Board of Supervisors

NORMAN A. KANOLD, Interim ACA
ED/Public Services Group

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The County Surveyor will be appointed by the Board pursuant to County Code Section 12.256 and will report to the Director of Public Works. This action will establish the classification of County Surveyor within the Department of Public Works with the position reporting directly to the Director of Public Works, as opposed to the current organizational structure that incorporates the County Surveyor function as part of the Director's responsibilities. This action also authorizes the deletion of either position No. 06564 or No. 06565. Therefore, approval of this item will not result in a net increase in the number of positions for the Department.

Fair Labor Standards Act (FLSA) Status of New Class: Exempt

REVIEW AND APPROVAL BY OTHERS: The proposed action has been reviewed by Human Resources (Linda Matthews, Classification Manager, 387-5904) on March 17, 2004, Deputy County Counsel (Jean-Renee Basle, 387-5477) on March 17, 2004, and the County Administrative Office (Tom Forster, Administrative Analyst, 387-4635) on March 17, 2004.

FINANCIAL IMPACT: The additional cost of this action for the remainder of the fiscal year is estimated to be \$1,500. This increased cost will be funded with appropriations available in the FY 2003/2004 Surveyor Division Budget (AAA SVR). The ongoing full year additional cost of this action is approximately \$13,000, and will be funded through revenues generated by the Surveyor Division

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item, concurs with the department's proposal, and recommends this action because the benefits of establishing a separate County Surveyor position exceeds the cost increase associated with this action. This additional cost will be paid for out of the Surveyor Division budget with no impact on the County General Fund.

SUPERVISORIAL DISTRICT(S): All

PRESENTER: Ken A. Miller, Director (387-7906)

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